

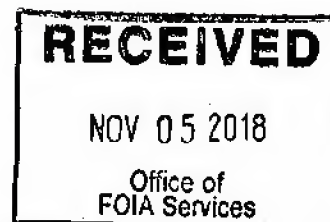


EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 15, 2002

Ms. Laura Kimberly  
Acting Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408



Dear Ms. Kimberly:

Enclosed is the Securities and Exchange Commission's (SEC) "Report on Cost Estimates for Security Classification." The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

Questions concerning this response should be directed to Darlene Pryor of my staff at (b)(6)

Sincerely,

James M. McConnell  
Executive Director

Enclosure

Rec'd 3/26/03

## 2003 Security Costs Estimates Display

Name of Department/Agency: Securities and Exchange Commission

Reporting Categories	FY 2001 (Est. in \$000s)	FY 2002 (Est. in \$000s)	FY 2003 (Est. in \$000s)
1. Personnel Security	\$25	\$ 75	\$37
2. Physical Security	1	37	10
3. Information Security (Sum of a, b & c below)			
a. Classification Management			
b. Declassification			
c. Information Technology (Electronic Security)			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates	\$26	\$112	\$47
Totals: Full-Time Equivalents (FTE)			

**NARRATIVE:** The Securities and Exchange Commission has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

1. Personnel Security Costs -- Costs in this area will increase in 2002 due to the need for clearances for several SEC staff members involved in a high profile investigation.
2. Physical Security Costs -- Costs in this area relate to the SEC's contingency planning efforts.

3/26/03



EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 21, 2003

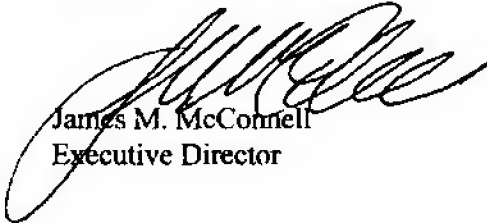
Ms. Laura L.S. Kimberly  
Associate Director for Policy  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Ms. Kimberly:

Enclosed is the Securities and Exchange Commission's (SEC) "2004 Security Costs Estimates Display". The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)

Sincerely,

  
James M. McConnell  
Executive Director

Enclosure

## 2004 Security Costs Estimates Display

Name of Department/Agency: U.S. Securities and Exchange Commission

Reporting Categories	FY 2002 (Est. in \$000s)	FY 2003 (Est. in \$000s)	FY 2004 (Est. in \$000s)
1. Personnel Security	\$77	\$30	\$30
2. Physical Security			
3. Information Security (Sum of a,b & c below)			
a. Classification Management			
b. Declassification			
c. Information Technology (Electronic Security)			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates	\$77	\$30	\$30
Totals: Full-Time Equivalents (FTE)			

### NARRATIVE:

The Securities and Exchange Commission has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.



EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 30, 2004

Ms. Laura L.S. Kimberly  
Associate Director for Policy  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Ms. Kimberly:

Enclosed is the Securities and Exchange Commission's (SEC) "2005 Security Costs Estimates Display". The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)

Sincerely,

James M. McConnell  
Executive Director

Enclosure

## 2005 Security Costs Estimates Display

Name of

Department/Agency: U.S. Securities and Exchange Commission

Reporting Categories	FY 2003 (Est. in \$000s)	FY 2004 (Est. in \$000s)	FY 2005 (Est. in \$000s)
1. Personnel Security	\$15	\$10	\$10
2. Physical Security			
3. Information Security (Sum of a, b, c & d below)			
a. Classification Management			
b. Declassification			
c. Information Systems Security			
d. Miscellaneous (OPSEC & TSCM)			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates	\$15	\$10	\$10
Totals: Full-Time Equivalents (FTEs)			

### NARRATIVE:

The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.



EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 24, 2005

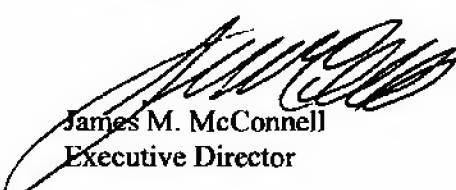
Mr. J. William Leonard  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Mr. Leonard:

Enclosed is the Securities and Exchange Commission's (SEC) FY 2006 Security Costs Estimates Display. The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)

Sincerely,

  
James M. McConnell  
Executive Director

Enclosure

2005

## FY 2006 Security Cost Estimates Display

Name of Department/Agency: Securities and Exchange Commission

(Please use actual dollar figures instead of thousands.)

Reporting Categories	FY 2004	FY 2005	FY 2006
1. Personnel Security	\$8,835	\$10,000	\$10,000
2. Physical Security			
3. Information Security			
(a.) Classification Management			
(b.) Declassification			
(c.) Information Systems Security for Classified Information			
(d.) Miscellaneous (OPSEC & TSCM)			
(e.) Information Security Subtotal (Sum of 3.a., 3.b., 3.c., & 3.d.)			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6)	\$8,835	\$10,000	\$10,000

### NARRATIVE:

The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.





EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 30, 2006

Mr. J. William Leonard  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Mr. Leonard:

Enclosed is the Securities and Exchange Commission's (SEC) FY 2007 Security Costs Estimates Display. The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)

Sincerely,

A handwritten signature in black ink, appearing to read "J. McConnell", written over the printed name and title.

James M. McConnell  
Executive Director

Enclosure

RECEIVED  
APR 5 2006  
BY

## Security Costs Estimates Display

Name of Department/Agency: U.S. Securities and Exchange Commission

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY 2005	FY 2006	FY 2007
1. Personnel Security	\$11,030	\$20,000	\$30,000
2. Physical Security			
3. Information Security			
(a.) Classification Management			
(b.) Declassification			
(c.) Information Systems Security for Classified Information			
(d.) Miscellaneous (OPSEC & TSCM)			
(e.) Information Security Sub-Total (Sum of 3.a., 3.b., 3.c., & 3.d.)			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b> (Sum of 1, 2, 3(e.), 4, 5, & 6.)	\$11,030	\$20,000	\$30,000

**NARRATIVE:** The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

rec'd 7/11/07



EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

April 5, 2007

Mr. J. William Leonard  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Mr. Leonard:

Enclosed is the Securities and Exchange Commission's (SEC) FY 2006 Security Costs Estimates Display. The SEC has minimal involvement with classified information and is primarily a holder of classified material. None of the agency's staff is dedicated to security classification activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)

Sincerely,

A handwritten signature in black ink, appearing to read "Diego T. Ruiz".

Diego T. Ruiz  
Executive Director

Enclosure

# Security Costs Estimates Display

Name of Department/Agency: U.S. Securities and Exchange Commission

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY 2006
1. Personnel Security	\$15,925
2. Physical Security	
3. Information Security	
(a.) Classification Management	
(b.) Declassification	
(c.) Information Systems Security for Classified Information	
(d.) Miscellaneous (OPSEC & TSCM)	
(e.) Information Security Sub-Total (Sum of 3.a., 3.b., 3.c., & 3.d.)	
4. Professional Education, Training and Awareness	
5. Security Management, Oversight and Planning	
6. Unique Items	
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6.)	\$15,925

## NARRATIVE:

The SEC has limited involvement with classified material. SEC is primarily a holder of classified information. None of the agency's staff is dedicated to security classification activities on a full-time basis.



OFFICE OF THE  
EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549



March 28, 2008

Mr. William J. Bosanko  
Acting Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408


Dear Mr. Bosanko:

In connection with the reporting requirements of Executive Order 12598, as amended, "Classified National Security Information," and Executive Order 12829, "National Industrial Security Program," enclosed is the U. S. Securities and Exchange Commission (SEC) estimated security costs for fiscal year (FY) 2007, associated with the protection of classified information.

As requested by your office, these costs are being reported on the *Security Costs Estimates Display* form for FY 2007. The SEC has a minimal level of involvement with classified information and that interest is primarily as a holder of classified material. Additionally, there is no SEC staff member dedicated to national security related activities on a full-time basis.

If you have any questions concerning this response, please contact Darlene Pryor of my staff at (b)(6)  

Very truly yours,

  
Diego T. Ruiz  
Executive Director

Attachment

## Security Costs Estimates Display

Name of Department/Agency: U.S. Securities and Exchange Commission

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY 2007
1. Personnel Security	\$14,115
2. Physical Security	
3. Information Security	
(a.) Classification Management	
(b.) Declassification	
(c.) Information Systems Security for Classified Information	
(d.) Miscellaneous (OPSEC & TSCM)	
(e.) Information Security Sub-Total (Sum of 3.a., 3.b., 3.c., & 3.d.)	
4. Professional Education, Training and Awareness	
5. Security Management, Oversight and Planning	
6. Unique Items	
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6.)	\$14,115

### NARRATIVE:

The SEC has limited involvement with classified material and national security related activities generally. None of the SEC's staff is dedicated to security classification activities on a full-time basis.



OFFICE OF THE  
EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

February 19, 2009

Mr. William J. Bosanko  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

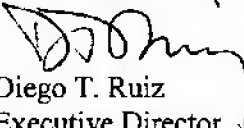
Dear Mr. Bosanko:

In connection with annual reporting requirements of Executive Order 12598, as amended, "Classified National Security Information," and Executive Order 12829, "National Industrial Security Program," enclosed is the U. S. Securities and Exchange Commission (SEC) estimated security costs for fiscal year (FY) 2008, associated with the protection of classified information.

As requested by your office, these costs are being reported on the *Security Costs Estimates Display* form for FY 2008. The SEC has a minimal level of involvement with classified information and that interest is primarily as a holder of classified material. Additionally, there is no SEC staff member dedicated to national security related activities on a full-time basis.

If you have any questions concerning this response, please contact Carl Schilling of my staff at (b)(6)

Very truly yours, \

  
Diego T. Ruiz  
Executive Director \

Attachment

# Security Costs Estimates Display

Name of Department/Agency: U. S. Securities and Exchange Commission

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY 2008
1. Personnel Security	\$35,283
2. Physical Security	
3. Information Security	
(a.) Classification Management	
(b.) Declassification	
(c.) Information Systems Security for Classified Information	
(d.) Miscellaneous (OPSEC & TSCM)	
4. Professional Education, Training and Awareness	
5. Security Management, Oversight and Planning	
6. Unique Items	
<b>Totals: Fiscal Year Estimates</b> (Sum of 1, 2, 3(a,b,c,d), 4, 5, & 6.)	\$35,283

## NARRATIVE:

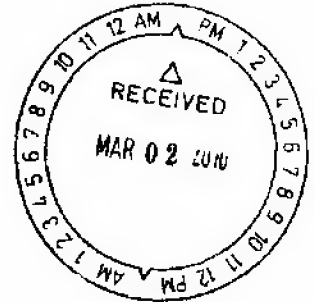
The SEC has limited involvement with classified material and national security related activities generally. Presently, there is no SEC staff members dedicated to security classification activities on a full-time basis. The increase in personnel security costs in FY2008 over FY2007 is due primarily to completing required periodic reinvestigations of SEC staff with current security clearances and obtaining clearances for several staff members involved in inter-agency assignments that require national security clearances.





UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

EXECUTIVE DIRECTOR



February 25, 2010

Mr. William J. Bosanko  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408


Dear Mr. Bosanko:

In connection with annual reporting requirements of Executive Order 12598, as amended, "Classified National Security Information," and Executive Order 12829, "National Industrial Security Program," enclosed is the U. S. Securities and Exchange Commission (SEC) estimated security costs for fiscal year (FY) 2009, associated with the protection of classified information.

As requested by your office, these costs are being reported on the *Security Costs Estimates Display* form for FY 2009. The SEC has a minimal level of involvement with classified information and that interest is primarily as a holder of classified material. Additionally, there is no SEC staff member dedicated to national security related activities on a full-time basis.

If you have any questions concerning this response, please contact Carl Schilling of my staff at (b)(6)

Very truly yours,

  
Diego T. Ruiz  
Executive Director

Attachment

# Security Costs Estimates Display

Name of Department/Agency: U. S. Securities and Exchange Commission

Point of Contact (Name/phone number): Carl Schilling (b)(6)

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY 2009
1. Personnel Security	\$53,134
2. Physical Security	
3. Information Security	
(a) Classification Management	
(b) Declassification	
(c) Information Systems Security for Classified Information	
(d) Miscellaneous (OPSEC & TSCM)	
4. Professional Education, Training, and Awareness	
5. Security Management, Oversight, and Planning	
6. Unique Items	
<b>Totals: Fiscal Year Estimates</b> (Sum of 1, 2, 3(a), 3(b), 3(c), 3(d), 4, 5, & 6)	<b>\$53,134</b>

## NARRATIVE:

### Personnel Security Costs:

The SEC has limited involvement with classified material and national security related activities generally. Presently, there are no SEC staff members dedicated to security classification activities on a full-time basis. The increase in personnel security costs in FY2009 over FY2008 is due primarily to completing required periodic reinvestigations of SEC staff with current national security clearances and obtaining security clearances for staff members requiring clearances in connection with official duties.



OFFICE OF THE  
EXECUTIVE DIRECTOR

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

March 7, 2011

Mr. William J. Bosanko  
Director  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, D.C. 20408

Dear Mr. Bosanko:

In connection with annual reporting requirements of Executive Order 13526, "Classified National Security Information," and Executive Order 12829, as amended, "National Industrial Security Program," enclosed is the U. S. Securities and Exchange Commission (SEC) estimated security costs for fiscal year (FY) 2009, associated with the protection of classified information.

As requested by your office, these costs are being reported on the *Security Costs Estimates* form for FY 2010. The SEC has a minimal level of involvement with classified information and that interest is primarily as a holder of classified material. Additionally, there is no SEC staff member dedicated to national security related activities on a full-time basis.

If you have any questions concerning this response, please contact Carl Schilling of my staff at (b)(6)

Very truly yours,

A handwritten signature in black ink, appearing to read "Diego T. Ruiz".

Diego T. Ruiz  
Executive Director

Attachment

## Security Costs Estimates

Department/Agency: **Securities and Exchange Commission**

Fiscal Year: **2010**

Point of Contact:  
(Name and phone  
number)

**Carl Schilling**

(b)(6)

### Reporting Categories

(Please use actual dollar figures instead of thousands)

#### 1. Personnel Security

**\$16,246.00**

(include clearance program, initial investigations, national agency checks when used for basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification related activities)

#### 2. Physical Security

**\$0.00**

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification related activities)

#### 3. Information Security

(only report costs associated with classification related activities)

##### (a) Classification Management

**\$0.00**

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

##### (b) Declassification

**\$0.00**

(include resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive order or statute)

##### (c) Information Systems Security for Classified Information

**\$0.00**

(include resources used to protect information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

##### (d) Miscellaneous (OPSEC and TSCM)

**\$0.00**

(include personnel and operating expenses associated with these programs)

#### 4. Professional Education, Training, and Awareness

**\$0.00**

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification related activities)

#### 5. Security Management, Oversight, and Planning

**\$0.00**

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

#### 6. Unique Items

**\$0.00**

(include department/agency-specific activities not reported in any of the categories listed above but are nonetheless significant and need to be included)

**Total (sum of 1, 2, 3(a), 3(b), 3(c), 3(d), 4, 5, and 6)**

~~\$0.00~~ **\$16,246**

**Narrative:** provide a brief explanation of any significance difference between last year's and this year's cost estimates. Explain items entered into Block 6. Unique Items.

**The SEC has limited involvement with classified material and national security related activities generally. Presently, there is no SEC staff members dedicated to security classification activities on a full-time basis. The decrease in personnel security costs in FY2010 is due primarily to completing fewer required periodic reinvestigations of SEC staff with current national security clearances and obtaining national clearances for staff members involved in assignments requiring national security clearances.**

# AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

**Department/Agency:** OFRMS/SEC

**Fiscal Year:** 2011

**Point of Contact:**

(Name and phone number) Laura Bennett (b)(6)

**Reporting Categories**

Please use actual dollar figures.

**1. Personnel Security**

*(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)*

\$28,035.00

**2. Physical Security**

*(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)*

\$0.00

**3. Classification Management**

*(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)*

\$65,000.00

**4. Declassification**

*(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)*

\$0.00

**5. Protection and Maintenance for Classified Information Systems**

*(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)*

\$5,590.80

**6. Operations Security and Technical Surveillance Countermeasures**

*(include personnel and operating expenses associated with OPSEC and TSCM)*

\$3,000.00

**7. Professional Education, Training, and Awareness**

*(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)*

\$0.00

**8. Security Management, Oversight, and Planning**

*(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))*

\$0.00

**9. Unique Items**

*(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)*

\$0.00

**TOTAL**

*(sum of items 1-9)*

\$101,625.80

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

Cost estimates were based on the number of SSBLs issued in 2011, the salary of an FTE that manages classified information, maintenance of COMSEC equipment, and the cost of TSCMs conducted in 2011.

## Instructions for Completing Form

**I. General:** The data reported will be Government cost estimates only. The estimates of resource costs should be reported, in the aggregate, for the following categories: (1) Personnel Security; (2) Physical Security; (3) Classification Management; (4) Declassification; (5) Protection and Maintenance for Classified Information Systems; (6) Operations Security and Technical Surveillance Countermeasures; (7) Professional Education, Training, and Awareness; (8) Security Management, Oversight, and Planning; and (9) Unique Items. In reporting cost estimates associated with the security and management of classified information, please exclude all costs related to broad areas of assets protection (i.e., protection of property and personnel not specifically related to classified information). Counterintelligence\* resources should also not be included in this data collection. If 51% or more of a resource is devoted to a classification-related activity, it should be included in this estimate. For those resources used for classification-related activities on a part-time basis, the total time devoted to these activities over a year must be at least 51% in order to be included in this estimate. Even though we no longer ask for the number of FTEs, the cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category.

**II. Definitions of data to be reported:** The primary categories are defined below along with related functional areas to be considered for inclusion. **Report only those cost estimates associated with classification-related activities** (programs that affect the security of classified information).

**1. Personnel Security:** A series of interlocking and mutually supporting program elements that initially establish a Government or contractor employee's eligibility, and ensure suitability for the continued access to classified information.

**Clearance Program:** Personnel and activities to determine eligibility and suitability for initial or continuing access to classified information or activities.

**Initial Investigations:** Completing and reviewing Personnel Security Questionnaire, initial screening, filing data in Central Personnel Database, forwarding to appropriate investigative authority, and the investigation itself.

**National Agency Check:** Include only when used for basis for granting a clearance.

**Adjudication:** Screening and analysis of personnel security cases for determining eligibility for classified access authorizations and appeals process.

**Reinvestigations:** Periodic recurring investigations of Government and contractor personnel.

**Polygraph:** Substantive examinations in security screening process.

**2. Physical Security:** That portion of security concerned with physical measures designed to safeguard and protect classified facilities and information, domestic or foreign.

**Physical Security Equipment:** Any item, device, or system that is used primarily for the protection of classified information and installations.

**Protective Forces:** All personnel and operating costs associated with protective forces used to safeguard classified information or installations, to include but not limited to salaries, overtime, benefits, materials and supplies, equipment and facilities, vehicles, aircraft, training, communications equipment, and management.

**Intrusion Detection and Assessment:** Alarms, sensors, protective lighting, and their control systems; and the assessment of the reliability, accuracy, timeliness, and effectiveness of those systems used to safeguard classified information or installations.

**Barrier/Controls:** Walls, fences, barricades, or other fabricated or natural impediments to restrict, limit, delay, or deny entry into a classified installation.

---

\* Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons or international terrorist activities, but not including personnel, physical, document, or communications security programs. (48 CFR 970.0404-1)

### Instructions for completing form, continued

**Vital Components and Tamper-Safe Monitoring:** Personnel and operating activities associated with the monitoring of tamper indicating devices for containers, doors, fences, etc., which reveal violations of containment integrity and posting and monitoring of anti-tamper warnings or signs.

**Access Control/Badging:** Personnel and hardware such as badging systems, card readers, turnstiles, metal detectors, cipher locks, CCTV, and other access control mechanisms to ensure that only authorized persons are allowed to enter or leave a classified facility.

**Visitor Control:** Personnel and activities associated with processing visitors for access to facilities holding classified information.

**3. Classification Management:** The system of administrative policies and procedures for identifying, controlling, and protecting from unauthorized disclosure, classified information, the protection of which is authorized by Executive Order or Statute. Classification management encompasses those resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information.

**4. Declassification:** The authorized change in the status of information from classified information to unclassified information. It encompasses those resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive Order or Statute.

**5. Protection and Maintenance for Classified Information Systems:** A classified information system is a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of classified information. Security of these systems involves the protection of information systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users, including those measures necessary to detect, document and counter such threats. This includes **TEMPEST** (short name referring to investigation, study, and control of compromising emanations from information systems equipment) and **Communications Security (COMSEC)** (measures and controls taken to deny unauthorized individuals information derived from telecommunications and to ensure the authenticity of such telecommunications. Communications security includes cryptosecurity, transmission security, emission security, and physical security of COMSEC material).

### **6. Operations Security (OPSEC) and Technical Surveillance Countermeasures (TSCM):**

**Operations Security (OPSEC):** Systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.

**Technical Surveillance Countermeasures (TSCM):** Personnel and operating expenses associated with the development, training, and application of technical security countermeasures such as non-destructive and destructive searches, electromagnetic energy searches, and telephone system searches.

**7. Professional Education, Training, and Awareness:** The establishment, maintenance, direction, support, and assessment of an information security training and awareness program; the certification and approval of the training program; the development, management, and maintenance of training records; the training of personnel to perform tasks associated with their duties; and qualification and/or certification of personnel before assignment of security responsibilities related to classified information.

**8. Security Management, Oversight, and Planning:** Development and implementation of plans, procedures, and actions to accomplish policy requirements, develop budget and resource requirements, oversee organizational activities, and respond to management requests related to classified information.

**Research, Test, and Evaluation:** The development, management, and oversight of an acceptance and validation testing and evaluation program, corrective action reports and related documentation that addresses safeguards and security elements. The examination and testing of physical security systems (construction, facilities, and equipment) to ensure their effectiveness and operability and compliance with applicable directives.

### Instructions for completing form, continued

**Surveys, Reviews, Accreditation, and Assessments:** Personnel and activities associated with surveys, reviews, accreditations, and assessments to determine the status of the security program and to evaluate its effectiveness; development and management of a facility survey and approval program; facility pre-survey; and information technology system accreditation.

**Special Access Programs (SAP):** Programs established for a specific class of classified information that impose safeguarding and access requirements that exceed those normally required for information at the same classification level. Unless specifically authorized by the President, only the Secretaries of State, Defense, Energy, and the Director of National Intelligence may create an SAP. Sensitive Compartmented Information (SCI) programs are not included as SAPs for the purpose of these estimates; rather SCI security costs are integrated and estimated throughout all categories as appropriate. Do not include costs here that have been reported under the other primary categories.

**Security and Investigative Matters:** The investigation of security incidents, infractions, and violations.

**Industrial Security (Non-Contractor Costs):** Those measures and resources directly identifiable as Government activities performed for the protection of classified information to which contractors, subcontractors, vendors, or suppliers have access or possession. Examples of such activities are industrial security reviews, surveys, and the granting of facility clearances, and National Industrial Security Program management and administration.

**Foreign Ownership, Control, or Influence (FOCI):** The development and management of a foreign ownership, control, or influence program; evaluation of FOCI submissions; the administration and monitoring of FOCI information and development of FOCI notifications.

**9. Unique Items:** Those department/agency-specific activities that are not reported in any of the primary categories but are nonetheless significant, and need to be included, should be noted in this category. Any unique item must include a narrative on why it should be included and how the figures were developed.

**III. How to complete the security costs estimates form.** The form (page 1) should include estimates of resource costs in the aggregate for each of the nine categories. The cost estimates reported should **not** include costs associated with the broader area of assets protection.

**1. Name of Department/Agency:** Self-explanatory.

**2. Reporting Categories:** List cost estimates in dollar amounts. The cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category. If there are no cost estimates to be reported for a particular category, indicate with a "0" in the appropriate block.

**3. Totals:** The totals for blocks 1-9 will automatically be placed in the appropriate block.

**4. Narrative:** In the narrative portion of the form, or in a separate attachment, provide a brief explanation of how cost estimates were determined. If there is a significant difference between the total figures for each fiscal year, explain the differences. Any figure reported within the Unique Items category should be clearly explained in the narrative portion.



# AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

**Department/Agency:** OSS/OSO/SEC

**Fiscal Year:** 2012

**Point of Contact:**

(Name and phone number) Laura Bennett (b)(6)

## Reporting Categories

Please use actual dollar figures.

**1. Personnel Security**

*(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)*

\$9,000.00

**2. Physical Security**

*(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)*

\$0.00

**3. Classification Management**

*(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)*

\$65,000.00

**4. Declassification**

*(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)*

\$0.00

**5. Protection and Maintenance for Classified Information Systems**

*(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)*

\$0.00

**6. Operations Security and Technical Surveillance Countermeasures**

*(include personnel and operating expenses associated with OPSEC and TSCM)*

\$7,800.00

**7. Professional Education, Training, and Awareness**

*(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)*

\$0.00

**8. Security Management, Oversight, and Planning**

*(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security, and foreign ownership, control, or influence (FOCI))*

\$0.00

**9. Unique Items**

*(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)*

\$0.00

**TOTAL**

*(sum of items 1-9)*

\$81,800.00

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

Cost estimates were based on the number of SSBI's issued for 2012, the salary of an FTE that manages classified information, and the cost of TSCMs conducted in 2012.

## Instructions for Completing Form

**I. General:** The data reported will be Government cost estimates only. The estimates of resource costs should be reported, in the aggregate, for the following categories: (1) Personnel Security; (2) Physical Security; (3) Classification Management; (4) Declassification; (5) Protection and Maintenance for Classified Information Systems; (6) Operations Security and Technical Surveillance Countermeasures; (7) Professional Education, Training, and Awareness; (8) Security Management, Oversight, and Planning; and (9) Unique Items. In reporting cost estimates associated with the security and management of classified information, please exclude all costs related to broad areas of assets protection (i.e., protection of property and personnel not specifically related to classified information). Counterintelligence\* resources should also not be included in this data collection. If 51% or more of a resource is devoted to a classification-related activity, it should be included in this estimate. For those resources used for classification-related activities on a part-time basis, the total time devoted to these activities over a year must be at least 51% in order to be included in this estimate. Even though we no longer ask for the number of FTEs, the cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category.

**II. Definitions of data to be reported:** The primary categories are defined below along with related functional areas to be considered for inclusion. **Report only those cost estimates associated with classification-related activities** (programs that affect the security of classified information).

**1. Personnel Security:** A series of interlocking and mutually supporting program elements that initially establish a Government or contractor employee's eligibility, and ensure suitability for the continued access to classified information.

**Clearance Program:** Personnel and activities to determine eligibility and suitability for initial or continuing access to classified information or activities.

**Initial Investigations:** Completing and reviewing Personnel Security Questionnaire, initial screening, filing data in Central Personnel Database, forwarding to appropriate investigative authority, and the investigation itself.

**National Agency Check:** Include only when used for basis for granting a clearance.

**Adjudication:** Screening and analysis of personnel security cases for determining eligibility for classified access authorizations and appeals process.

**Reinvestigations:** Periodic recurring investigations of Government and contractor personnel.

**Polygraph:** Substantive examinations in security screening process.

**2. Physical Security:** That portion of security concerned with physical measures designed to safeguard and protect classified facilities and information, domestic or foreign.

**Physical Security Equipment:** Any item, device, or system that is used primarily for the protection of classified information and installations.

**Protective Forces:** All personnel and operating costs associated with protective forces used to safeguard classified information or installations, to include but not limited to salaries, overtime, benefits, materials and supplies, equipment and facilities, vehicles, aircraft, training, communications equipment, and management.

**Intrusion Detection and Assessment:** Alarms, sensors, protective lighting, and their control systems; and the assessment of the reliability, accuracy, timeliness, and effectiveness of those systems used to safeguard classified information or installations.

**Barrier/Controls:** Walls, fences, barricades, or other fabricated or natural impediments to restrict, limit, delay, or deny entry into a classified installation.

---

\* Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons or international terrorist activities, but not including personnel, physical, document, or communications security programs. (48 CFR 970.0404-1)

### Instructions for completing form, continued

**Vital Components and Tamper-Safe Monitoring:** Personnel and operating activities associated with the monitoring of tamper indicating devices for containers, doors, fences, etc., which reveal violations of containment integrity and posting and monitoring of anti-tamper warnings or signs.

**Access Control/Badging:** Personnel and hardware such as badging systems, card readers, turnstiles, metal detectors, cipher locks, CCTV, and other access control mechanisms to ensure that only authorized persons are allowed to enter or leave a classified facility.

**Visitor Control:** Personnel and activities associated with processing visitors for access to facilities holding classified information.

**3. Classification Management:** The system of administrative policies and procedures for identifying, controlling, and protecting from unauthorized disclosure, classified information, the protection of which is authorized by Executive Order or Statute. Classification management encompasses those resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information.

**4. Declassification:** The authorized change in the status of information from classified information to unclassified information. It encompasses those resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive Order or Statute.

**5. Protection and Maintenance for Classified Information Systems:** A classified information system is a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of classified information. Security of these systems involves the protection of information systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users, including those measures necessary to detect, document and counter such threats. This includes **TEMPEST** (short name referring to investigation, study, and control of compromising emanations from information systems equipment) and **Communications Security (COMSEC)** (measures and controls taken to deny unauthorized individuals information derived from telecommunications and to ensure the authenticity of such telecommunications. Communications security includes cryptosecurity, transmission security, emission security, and physical security of COMSEC material).

**6. Operations Security (OPSEC) and Technical Surveillance Countermeasures (TSCM):**

**Operations Security (OPSEC):** Systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.

**Technical Surveillance Countermeasures (TSCM):** Personnel and operating expenses associated with the development, training, and application of technical security countermeasures such as non-destructive and destructive searches, electromagnetic energy searches, and telephone system searches.

**7. Professional Education, Training, and Awareness:** The establishment, maintenance, direction, support, and assessment of an information security training and awareness program; the certification and approval of the training program; the development, management, and maintenance of training records; the training of personnel to perform tasks associated with their duties; and qualification and/or certification of personnel before assignment of security responsibilities related to classified information.

**8. Security Management, Oversight, and Planning:** Development and implementation of plans, procedures, and actions to accomplish policy requirements, develop budget and resource requirements, oversee organizational activities, and respond to management requests related to classified information.

**Research, Test, and Evaluation:** The development, management, and oversight of an acceptance and validation testing and evaluation program, corrective action reports and related documentation that addresses safeguards and security elements. The examination and testing of physical security systems (construction, facilities, and equipment) to ensure their effectiveness and operability and compliance with applicable directives.

### Instructions for completing form, continued

**Surveys, Reviews, Accreditation, and Assessments:** Personnel and activities associated with surveys, reviews, accreditations, and assessments to determine the status of the security program and to evaluate its effectiveness; development and management of a facility survey and approval program; facility pre-survey; and information technology system accreditation.

**Special Access Programs (SAP):** Programs established for a specific class of classified information that impose safeguarding and access requirements that exceed those normally required for information at the same classification level. Unless specifically authorized by the President, only the Secretaries of State, Defense, Energy, and the Director of National Intelligence may create an SAP. Sensitive Compartmented Information (SCI) programs are not included as SAPs for the purpose of these estimates; rather SCI security costs are integrated and estimated throughout all categories as appropriate. Do not include costs here that have been reported under the other primary categories.

**Security and Investigative Matters:** The investigation of security incidents, infractions, and violations.

**Industrial Security (Non-Contractor Costs):** Those measures and resources directly identifiable as Government activities performed for the protection of classified information to which contractors, subcontractors, vendors, or suppliers have access or possession. Examples of such activities are industrial security reviews, surveys, and the granting of facility clearances, and National Industrial Security Program management and administration.

**Foreign Ownership, Control, or Influence (FOCI):** The development and management of a foreign ownership, control, or influence program; evaluation of FOCI submissions; the administration and monitoring of FOCI information and development of FOCI notifications.

**9. Unique Items:** Those department/agency-specific activities that are not reported in any of the primary categories but are nonetheless significant, and need to be included, should be noted in this category. Any unique item must include a narrative on why it should be included and how the figures were developed.

**III. How to complete the security costs estimates form.** The form (page 1) should include estimates of resource costs in the aggregate for each of the nine categories. The cost estimates reported should **not** include costs associated with the broader area of assets protection.

**1. Name of Department/Agency:** Self-explanatory.

**2. Reporting Categories:** List cost estimates in dollar amounts. The cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category. If there are no cost estimates to be reported for a particular category, indicate with a "0" in the appropriate block.

**3. Totals:** The totals for blocks 1-9 will automatically be placed in the appropriate block.

**4. Narrative:** In the narrative portion of the form, or in a separate attachment, provide a brief explanation of how cost estimates were determined. If there is a significant difference between the total figures for each fiscal year, explain the differences. Any figure reported within the Unique Items category should be clearly explained in the narrative portion.

# AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

**Department/Agency:** Securities and Exchange Commission

**Fiscal Year:** 13

**Point of Contact:**

(Name and phone number) Cedric Drawhorn (b)(6)

**Reporting Categories**

Please use actual dollar figures.

**1. Personnel Security**

*(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)*

\$72,043.00

**2. Physical Security**

*(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)*

\$1,116,817.28

**3. Classification Management**

*(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)*

\$28,333.33

**4. Declassification**

*(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)*

\$0.00

**5. Protection and Maintenance for Classified Information Systems**

*(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)*

\$0.00

**6. Operations Security and Technical Surveillance Countermeasures**

*(include personnel and operating expenses associated with OPSEC and TSCM)*

\$0.00

**7. Professional Education, Training, and Awareness**

*(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program, development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)*

\$2,000.00

**8. Security Management, Oversight, and Planning**

*(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))*

\$800.00

**9. Unique Items**

*(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)*

\$0.00

**TOTAL**

*(sum of items 1-9)*

\$1,219,993.61

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

1. Conducted 13 initial investigations and 7 reinvestigations for TS clearance; 1 investigation for S clearance. 2. This year, physical security includes guard services, access control, video monitoring, and visitor access control. 3. Estimated hours of classification management decreased. 7. Education/training increased because training was implemented in 2013.

## Instructions for Completing Form

**I. General:** The data reported will be Government cost estimates only. The estimates of resource costs should be reported, in the aggregate, for the following categories: (1) Personnel Security; (2) Physical Security; (3) Classification Management; (4) Declassification; (5) Protection and Maintenance for Classified Information Systems; (6) Operations Security and Technical Surveillance Countermeasures; (7) Professional Education, Training, and Awareness; (8) Security Management, Oversight, and Planning; and (9) Unique Items. In reporting cost estimates associated with the security and management of classified information, please exclude all costs related to broad areas of assets protection (i.e., protection of property and personnel not specifically related to classified information). Counterintelligence\* resources should also not be included in this data collection. If 51% or more of a resource is devoted to a classification-related activity, it should be included in this estimate. For those resources used for classification-related activities on a part-time basis, the total time devoted to these activities over a year must be at least 51% in order to be included in this estimate. Even though we no longer ask for the number of FTEs, the cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category.

**II. Definitions of data to be reported:** The primary categories are defined below along with related functional areas to be considered for inclusion. **Report only those cost estimates associated with classification-related activities** (programs that affect the security of classified information).

**1. Personnel Security:** A series of interlocking and mutually supporting program elements that initially establish a Government or contractor employee's eligibility, and ensure suitability for the continued access to classified information.

**Clearance Program:** Personnel and activities to determine eligibility and suitability for initial or continuing access to classified information or activities.

**Initial Investigations:** Completing and reviewing Personnel Security Questionnaire, initial screening, filing data in Central Personnel Database, forwarding to appropriate investigative authority, and the investigation itself.

**National Agency Check:** Include only when used for basis for granting a clearance.

**Adjudication:** Screening and analysis of personnel security cases for determining eligibility for classified access authorizations and appeals process.

**Reinvestigations:** Periodic recurring investigations of Government and contractor personnel.

**Polygraph:** Substantive examinations in security screening process.

**2. Physical Security:** That portion of security concerned with physical measures designed to safeguard and protect classified facilities and information, domestic or foreign.

**Physical Security Equipment:** Any item, device, or system that is used primarily for the protection of classified information and installations.

**Protective Forces:** All personnel and operating costs associated with protective forces used to safeguard classified information or installations, to include but not limited to salaries, overtime, benefits, materials and supplies, equipment and facilities, vehicles, aircraft, training, communications equipment, and management.

**Intrusion Detection and Assessment:** Alarms, sensors, protective lighting, and their control systems; and the assessment of the reliability, accuracy, timeliness, and effectiveness of those systems used to safeguard classified information or installations.

**Barrier/Controls:** Walls, fences, barricades, or other fabricated or natural impediments to restrict, limit, delay, or deny entry into a classified installation.

---

\* Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons or international terrorist activities, but not including personnel, physical, document, or communications security programs. (48 CFR 970.0404-1)

### Instructions for completing form, continued

**Vital Components and Tamper-Safe Monitoring:** Personnel and operating activities associated with the monitoring of tamper indicating devices for containers, doors, fences, etc., which reveal violations of containment integrity and posting and monitoring of anti-tamper warnings or signs.

**Access Control/Badging:** Personnel and hardware such as badging systems, card readers, turnstiles, metal detectors, cipher locks, CCTV, and other access control mechanisms to ensure that only authorized persons are allowed to enter or leave a classified facility.

**Visitor Control:** Personnel and activities associated with processing visitors for access to facilities holding classified information.

**3. Classification Management:** The system of administrative policies and procedures for identifying, controlling, and protecting from unauthorized disclosure, classified information, the protection of which is authorized by Executive Order or Statute. Classification management encompasses those resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information.

**4. Declassification:** The authorized change in the status of information from classified information to unclassified information. It encompasses those resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive Order or Statute.

**5. Protection and Maintenance for Classified Information Systems:** A classified information system is a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of classified information. Security of these systems involves the protection of information systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users, including those measures necessary to detect, document and counter such threats. This includes **TEMPEST** (short name referring to investigation, study, and control of compromising emanations from information systems equipment) and **Communications Security (COMSEC)** (measures and controls taken to deny unauthorized individuals information derived from telecommunications and to ensure the authenticity of such telecommunications. Communications security includes cryptosecurity, transmission security, emission security, and physical security of COMSEC material).

### **6. Operations Security (OPSEC) and Technical Surveillance Countermeasures (TSCM):**

**Operations Security (OPSEC):** Systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.

**Technical Surveillance Countermeasures (TSCM):** Personnel and operating expenses associated with the development, training, and application of technical security countermeasures such as non-destructive and destructive searches, electromagnetic energy searches, and telephone system searches.

**7. Professional Education, Training, and Awareness:** The establishment, maintenance, direction, support, and assessment of an information security training and awareness program; the certification and approval of the training program; the development, management, and maintenance of training records; the training of personnel to perform tasks associated with their duties; and qualification and/or certification of personnel before assignment of security responsibilities related to classified information.

**8. Security Management, Oversight, and Planning:** Development and implementation of plans, procedures, and actions to accomplish policy requirements, develop budget and resource requirements, oversee organizational activities, and respond to management requests related to classified information.

**Research, Test, and Evaluation:** The development, management, and oversight of an acceptance and validation testing and evaluation program, corrective action reports and related documentation that addresses safeguards and security elements. The examination and testing of physical security systems (construction, facilities, and equipment) to ensure their effectiveness and operability and compliance with applicable directives.

### Instructions for completing form, continued

**Surveys, Reviews, Accreditation, and Assessments:** Personnel and activities associated with surveys, reviews, accreditations, and assessments to determine the status of the security program and to evaluate its effectiveness; development and management of a facility survey and approval program; facility pre-survey; and information technology system accreditation.

**Special Access Programs (SAP):** Programs established for a specific class of classified information that impose safeguarding and access requirements that exceed those normally required for information at the same classification level. Unless specifically authorized by the President, only the Secretaries of State, Defense, Energy, and the Director of National Intelligence may create an SAP. Sensitive Compartmented Information (SCI) programs are not included as SAPs for the purpose of these estimates; rather SCI security costs are integrated and estimated throughout all categories as appropriate. Do not include costs here that have been reported under the other primary categories.

**Security and Investigative Matters:** The investigation of security incidents, infractions, and violations.

**Industrial Security (Non-Contractor Costs):** Those measures and resources directly identifiable as Government activities performed for the protection of classified information to which contractors, subcontractors, vendors, or suppliers have access or possession. Examples of such activities are industrial security reviews, surveys, and the granting of facility clearances, and National Industrial Security Program management and administration.

**Foreign Ownership, Control, or Influence (FOCI):** The development and management of a foreign ownership, control, or influence program; evaluation of FOCI submissions; the administration and monitoring of FOCI information and development of FOCI notifications.

**9. Unique Items:** Those department/agency-specific activities that are not reported in any of the primary categories but are nonetheless significant, and need to be included, should be noted in this category. Any unique item must include a narrative on why it should be included and how the figures were developed.

**III. How to complete the security costs estimates form.** The form (page 1) should include estimates of resource costs in the aggregate for each of the nine categories. The cost estimates reported should **not** include costs associated with the broader area of assets protection.

**1. Name of Department/Agency:** Self-explanatory.

**2. Reporting Categories:** List cost estimates in dollar amounts. The cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category. If there are no cost estimates to be reported for a particular category, indicate with a "0" in the appropriate block.

**3. Totals:** The totals for blocks 1-9 will automatically be placed in the appropriate block.

**4. Narrative:** In the narrative portion of the form, or in a separate attachment, provide a brief explanation of how cost estimates were determined. If there is a significant difference between the total figures for each fiscal year, explain the differences. Any figure reported within the Unique Items category should be clearly explained in the narrative portion.



## AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

<b>Department/Agency:</b>	U.S. Securities and Exchange Commission	<b>Fiscal Year:</b> 2014
---------------------------	---	--------------------------

<b>Point of Contact:</b> (Name and phone number)	LeRoy Woodall (b)(6)
---	----------------------

### Reporting Categories

Please use actual dollar figures.

<b>1. Personnel Security</b> <i>(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">\$77,584.00</div>
<b>2. Physical Security</b> <i>(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">\$19,860.00</div>
<b>3. Classification Management</b> <i>(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>4. Declassification</b> <i>(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>5. Protection and Maintenance for Classified Information Systems</b> <i>(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>6. Operations Security and Technical Surveillance Countermeasures</b> <i>(include personnel and operating expenses associated with OPSEC and TSCM)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>7. Professional Education, Training, and Awareness</b> <i>(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>8. Security Management, Oversight, and Planning</b> <i>(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>9. Unique Items</b> <i>(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
<b>TOTAL</b> <i>(sum of items 1-9)</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">\$97,444.00</div>

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

The FY13 submission erroneously included costs associated with security guard service, access control system, video monitoring, and visitor access control, therefore, there is a substantial decrease in the cost reflected for FY14.



OFFICE OF  
SUPPORT OPERATIONS

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

February 8, 2016

MEMORANDUM: John P. Fitzpatrick  
Director, Information Security Oversight Office  
National Archives and Records Administration

FROM: Barry Walters *Barry Walters*  
Director, Office of Support Operations

SUBJECT: Report on Cost Estimates for Security Classification FY 2015

This memorandum accompanies the United States Securities and Exchange Commission's (SEC's) Agency Security Classification Costs Estimate (SF 716). During FY 2015, the SEC completed construction and accreditation of the Sensitive Compartmented Information Facility (SCIF), which resulted in an increase of annual costs this year.

The point of contact for this memorandum is LeRoy Woodall, Special Security Officer, Physical Security Operations at (b)(6)@sec.gov or at (b)(6)

Enclosures: Agency Security Classification Costs Estimate (SF 716)

## AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

**Department/Agency:** U.S. Securities & Exchange Commission

**Fiscal Year:** 2015

**Point of Contact:**

(Name and phone number) LeRoy Woodall (b)(6)

### Reporting Categories

Please use actual dollar figures.

**1. Personnel Security**

*(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)*

\$116,448.00

**2. Physical Security**

*(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)*

\$426,230.00

**3. Classification Management**

*(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)*

**4. Declassification**

*(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)*

**5. Protection and Maintenance for Classified Information Systems**

*(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)*

\$420,363.00

**6. Operations Security and Technical Surveillance Countermeasures**

*(include personnel and operating expenses associated with OPSEC and TSCM)*

**7. Professional Education, Training, and Awareness**

*(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)*

**8. Security Management, Oversight, and Planning**

*(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))*

**9. Unique Items**

*(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)*

**TOTAL**

*(sum of items 1-9)*

\$963,041.00

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

The increase is due to the construction and accreditation of the Sensitive Compartmented Information Facility and the installation of the Joint Worldwide Intelligence Communication System, Homeland Secure Data Network, and the Crisis Management System.



OFFICE OF  
SUPPORT OPERATIONS

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549

February 17, 2017

MEMORANDUM FOR: Mark Bradley  
Director, Information Security Oversight Office  
National Archives and Records Administration

FROM: Barry Walters *Barry D Walters*  
Director, Office of Support Operations

SUBJECT: Report on Cost Estimates for Security Classification FY 2016

This memorandum accompanies the United States Securities and Exchange Commission's (SEC's) Agency Security Classification Costs Estimates (SF 716).

The point of contact for this memorandum is LeRoy Woodall, Special Security Officer, Continuity of Operations and Safety Branch at (b)(6)@sec.gov or at (b)(6)

Enclosures: Agency Security Classification Costs Estimate (SF 716).

# AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

**Department/Agency:** U.S. Securities & Exchange Commission

**Fiscal Year:** 2016

**Point of Contact:**

(Name and phone number) LeRoy Woodall (b)(6)

## Reporting Categories

Please use actual dollar figures.

**1. Personnel Security**

(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)

\$37,475.00

**2. Physical Security**

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)

**3. Classification Management**

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

**4. Declassification**

(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)

**5. Protection and Maintenance for Classified Information Systems**

(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

\$186,082.00

**6. Operations Security and Technical Surveillance Countermeasures**

(include personnel and operating expenses associated with OPSEC and TSCM)

**7. Professional Education, Training, and Awareness**

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)

**8. Security Management, Oversight, and Planning**

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

**9. Unique Items**

(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)

**TOTAL**

(sum of items 1-9)

\$223,557.00

**Narrative:** Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

In FY 2016, the Sensitive Compartmented Information Facility became fully operational leading to a decrease in the cost estimates. Protection and Maintenance for Classified Information Systems includes the installation of HSDN and annual maintenance cost of JWICS.